



The IACAC Professional Development Committee announces our annual **SUMMER INSTITUTE** with several interactive sessions facilitated by knowledgeable and experienced professionals for **Admissions Representatives and High School Counselors new to the field.**

Dates: Thursday, July 26th at 2:30 p.m. through Friday, July 27th at 5:00 p.m. All times Eastern Daylight Savings

Where: Purdue University, West Lafayette, Indiana

Who: **College Admission and High School Counselors with less than one year of experience.**

Cost: COLLEGE ADMISSIONS COUNSELORS – MEMBERS: \$275; NON-MEMBERS: \$300
HIGH SCHOOL COUNSELORS – MEMBERS: \$150; NON-MEMBERS: \$175
IF YOUR SCHOOL IS A MEMBER, THEN YOU ARE A MEMBER.
Registration includes two days of informative sessions, all meals (dinner Thursday, breakfast and lunch Friday), housing, free parking, wireless internet, all materials and professional networking opportunities.

Topics: Back by popular demand, attendees will experience the **Amazing Journey**- an interactive and creative way to learn about the fields of admissions and high school counseling. Two different tracks will be offered for our admissions and high school professionals providing sessions on introduction to the profession, travel tips, strategies for effective high school/college visits and college fairs, ethical issues within education, the campus visit and student interviews, application processes, presentations from high school/college counselors, professional standards within social media, professional networking, a “day in the life of”, getting involved with IACAC and NACAC, working smarter not harder, recommendation writing and essays and more. Along with the support you’ll receive from your colleagues in the office, you’ll have an additional network of peers to support your development as a professional.

To register / pay: * ONLINE REGISTRATION AT www.iacac.net. Pay using PayPal. **Deadline July 14**

or

* MAIL OR EMAIL THE ATTACHED FORM TO:

IACAC
6770 Spirit Lake Drive #101
Indianapolis, IN 46220

E-mail: iacacexecassistant@gmail.com

Pay with check . **Must be received by July 14.**

*Please complete separate form for each participant *

Registration Questions: Contact Jean Howell: iacacexecassistant@gmail.com or call 317-476-4000

Fun Stuff: Participants will have a chance to visit with new and experienced admission and high school counselors from across Indiana and neighboring states who will share perspectives on our great profession. Plus...it’s a great opportunity to visit the campus of Manchester University!

[*Everyone is encouraged to bring a t-shirt as door prizes from their institution/school to be raffled off. Wear your school’s logo on Monday & Tuesday to help us all get acquainted! Shorts are not frowned upon. We look forward to meeting you, engaging in thoughtful dialog, and expanding your college admissions knowledge!](#)

Please keep a copy of each registration form for your records. Let us know if you need special accommodations. A confirmation letter and directions will be sent by July 5 those registration forms received. If you do not receive that confirmation, please contact Jean at 317-476-4000.



IACAC 2018 Summer Institute Registration Form

Name of Participant _____

Staying on campus, please select ___ Male ___ Female (for room assignments) _____ Not staying on campus

Title _____

College/ University/High School _____

Mailing Address _____

City _____ State _____ Zip _____

Email _____ Cell Phone _____

Personal e-mail: _____ (Optional)

Special Dietary needs, aids, or accommodations: _____

Starting date of current position _____ Previous counselor experience? _____

REGISTRATION MUST BE RECEIVED BY JULY 14, 2018

___ Pay by check: **Make checks payable to IACAC**

___ Purchase Order Enclosed # _____.

___ Pay on site: cash, check

___ Prof. Dev. Committee Member

___ On-line payment (PayPal) can be made by registering online at www.iacac.net, OR after this registration form is received by IACAC

Member Registration Fee College: \$275.00

High School: \$150.00

Non-Member Registration College: \$300.00

High School: \$175.00

* Use the Member rate if your institution is a Member.

TOTAL AMOUNT ENCLOSED: _____

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QUESTIONS: CALL JEAN HOWELL, 317-476-4000

Include a check with each registration or register / pay on-line with Pay Pal. This form may be duplicated.

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